



Indiana Department of Homeland Security

Information Bulletin

Indiana Department of Homeland Security
District Programs Information Bulletin

Date: September 9, 2011

Bulletin No: 11-014

TO: All Emergency Management Performance Grant (EMPG) paid personnel
All District Administrative Coordinators
All District Coordinators
All District Fiscal Agents
All District Planning Council Members
All District Planning Oversight Committee Members
All District Response Task Force Commanders
All Emergency Management Directors

From: Gerri Husband
Field Services Division Director
Indiana Department of Homeland Security

Subject: 2011-2012 FEMA EMPG Training & Exercise Requirements

Purpose

The purpose of this Information Bulletin is to communicate the timeline and Training/Exercise requirements for all EMPG funded personnel. The State of Indiana has received guidance from the Federal Emergency Management Agency regarding the use of the 2011 Emergency Management Performance Grant funds. There are specific required activities that must be accomplished in order to receive this funding. These requirements apply to **all positions** that IDHS has identified as eligible to have a percentage (or full reimbursement) of their salary through EMPG funding. With respect to the local emergency management office, all three EMPG eligible positions must meet these requirements: Emergency Management Director, Deputy Director, and Administrative Assistant.

It is important to understand that the FEMA requirements are all inclusive. If ALL FEMA requirements are not met then the county or state will be ineligible to receive **any EMPG** funding. To be eligible to receive any amount of salary reimbursement, **every EMPG funded staff member must complete the requirements** listed below in a 12 month timeframe, starting August 29th, 2011 and ending August 28th, 2012. The two target areas are training and exercise and IDHS will assist recipients in their efforts to comply.

FEMA Requirements are as follows:

Requirement one:

- EMPG funded personnel shall participate in no less than three exercises in a 12-month period.



Indiana Department of Homeland Security

Information Bulletin

Requirement two:

- Complete the following training requirements and record proof of completion:
 - National Incident Management System (NIMS) Training
IS 100; IS 200; IS 700; and IS 800
 - FEMA Professional Development Series
IS 139; IS 230.a; IS 235.a; IS 240.a; IS 241.a; IS 242.a; and IS 244.a

Please recognize that these federal requirements must be met by **all personnel** paid through EMPG funding (including state staff) and are **required**. If you need further discussion or guidance please contact your district coordinator or team leader.

District Coordinators

- District 1 - Vacant
- [District 2 - Dave McGuire](#) 317-517-4082
- [District 3 - Richard Dolsen](#) 317-753-3723
- District 4 - Vacant
- [District 5 - Rob Puckett](#) 317-605-2212
- [District 6 - Chris Burris](#) 317-727-4431
- [District 7 - Jerry Sears](#) 317-695-3557
- [District 8 - Shannan Hinton](#) 317-605-6377
- [District 9 - Doug Cooke](#) 317-605-2804
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District Team Leaders

- North Team Leader - [Tom Sherron](#) 317-517-2846
- South Team Leader - [Kathy Dayhoff-Dwyer](#) 317-409-5759